

CERTIFICATE OF NEED - PROJECT PERSONNEL NEEDS

Michigan Department of Health & Human Services

CERTIFICATE OF NEED

333 S. Grand Avenue, 4th Floor

Lansing, Michigan 48933

(517) 241-3344 - Fax (517) 241-2962

AUTHORITY: PA 368 of 1978, as amended

COMPLETION: Is required to obtain a Certificate of Need.

If NOT completed, a C.O.N. will not be issued.

The Department of Health & Human Services is an equal opportunity employer, services and programs provider.

Item 1:

- Complete the personnel Chart on the following page.
- **Please note that personnel information requested pertains to only the project being proposed in this application and the personnel identified must include any staff required by the CON Review Standards, Project Delivery Requirements.**

Item 2:

Provide a justification for any changes in staffing.

Use Additional Sheets as Needed

Item 3:

Briefly describe how staffing changes will be accomplished; discuss the availability of personnel in the area.

Use Additional Sheets as Needed

Item 4:

Fringe Benefits are equal to _____ % of total salaries and wages.

Item 5:

Full Time Equivalent positions (FTEs) are equal to 2,080 hours per year.

Item 6 - SPECIAL NOTE:

The percentage of fringe benefits reported and the FTEs reported must agree with the revenue and expense statement entries in Section 11.00 of this application.

(Use Additional Sheets as Needed)

TOTAL